

**Hawaii State Association of Counties (HSAC)
Counties of Kau'i, Maui, Hawai'i & City & County of Honolulu**

**MINUTES
HSAC EXECUTIVE COMMITTEE MEETING
Friday, July 8, 2011 at 10:06 a.m.
Honolulu Hale, Committee Room
Honolulu, O'ahu, Hawaii**

CALL TO ORDER

The HSAC Executive Committee was called to order at 10:06 a.m. by Kaua'i Councilmember and HSAC President Mel Rapozo.

The County of Kaua'i:	President Mel Rapozo	Present
The City and County of Honolulu:	Vice-President Stanley Chang	Present
The County of Hawai'i:	Councilmember Brittany Smart (in place of Secretary K. Angel Pilago)	Present
The County of Maui:	Treasurer Joseph Pontanilla	Present

MINUTES

- A. Minutes of the June 22, 2011 HSAC Executive Committee Meeting were submitted by HSAC Vice-President Stanley Chang for review and approval.

MOTION TO ACCEPT:	Councilmember Brittany Smart
SECOND TO THE MOTION:	Vice-President Stanley Chang
DISCUSSION:	None

The motion passed unanimously.

REPORTS

A. Treasurer's Report

The Treasurer's Report for the Month of June 2011 was submitted by HSAC Treasurer Joseph Pontanilla for review and approval.

MOTION TO ACCEPT:	Vice President Stanley Chang
SECOND TO THE MOTION:	Councilmember Brittany Smart
DISCUSSION:	None

The motion passed unanimously.

Oral Motion to amend the agenda in order to amend the agenda proposed by HSAC President Mel Rapozo.

MOTION TO ACCEPT: Vice-President Stanley Chang
SECOND TO THE MOTION: Councilmember Brittany Smart
DISCUSSION: None
The motion passed unanimously.

Oral motion to amend the agenda under New Business to discuss a matter regarding a proposal Tom Sweet at the NACo Convention in Portland.

MOTION TO ACCEPT: Treasurer Joseph Pontanilla
SECOND TO THE MOTION: V.P. Stanley Chang
DISCUSSION: None
The motion passed unanimously.

B. County Reports

1. Maui County representative Treasurer Joseph Pontanilla reported that Maui is still receiving HSAC sponsorship and registration fees and will hopefully have a budget report regarding the HSAC Conference on Maui by the next Executive Committee meeting. The Maui Council Chair and Mayor are presently in South Korea attempting to establish a sister city sister relationship. The county reduced home exemptions for homeowners through the real property tax, reducing the exemption from \$300,000 to \$200,000 due to revenue decline. The reduced exemption does not go into effect until 2013.
2. Hawaii County representative Councilmember Brittany Smart reported that Hawaii County Council held a special session on June 24, 2011 on the possibility of obtaining special counsel to review the budget as the Mayor noted possible illegality. The council did not retain counsel. The Mayor's budget is in place. A possible plastic bag ban is being discussed.
3. City and County of Honolulu representative Vice-President Stanley Chang welcomed Executive Director Ann Chung of the Office of Economic Development to present an update on the Sister City Summit. Vice-President Stanley Chang informed HSAC of the recent reorganization of City Council, the newly formed Honolulu Authority for Rapid Transit (HART), and that the Honolulu Reapportionment Commission is underway.
4. Kauai County representative President Mel Rapozo reported that a comprehensive real tax review will begin shortly.

C. National Association of Counties (NACo)

The delegations from Hawaii will leave on either July 14th or 15th to attend the NACo Conference in Portland, Oregon. President Mel Rapozo noted that HSAC always hosts a breakfast and asked Vice-President Stanley Chang to coordinate it and invite the second vice-president endorsed candidate.

D. Western Interstate Region (WIR) Report

Treasurer Joseph Pontanilla noted that the two Hawaii Directors members need to attend all meetings.

UNFINISHED BUSINESS

A. Discussion and approval of nominees to the NACo Board of Directors for Fiscal year 2011-2012:

- a. Presidential Nominee, City & County of Honolulu (NACo)
- b. Joseph Pontanilla, Maui County (NACo)

President Mel Rapozo recommended the agenda item be deferred. Hearing no objections, the item was deferred.

NEW BUSINESS

A. Discussion and approval of the appointment of a special committee to address the following matters:

- 1. Opening HSAC membership to corporations.
- 2. Hiring an Executive Director of HSAC.
- 3. Establishing a fee structure for HSAC Corporate/Associate membership.

Councilmember Riki Hokama indicated interest in representing Maui, Councilmember Brittany Smart will temporally represent Hawaii until she receives further notification from Secretary Angel Pilago, Councilmember Nestor Garcia will represent the City & County of Honolulu and President Mel Rapozo will represent Kauai. President Mel Rapozo appointed Councilmember Nestor Garcia as chairman of the special committee. Members will serve a term of 6 months.

MOTION TO APPROVE:

Vice-President Stanley Chang

SECOND TO THE MOTION:

Treasurer Joseph Pontanilla

DISCUSSION:

None

The motion passed unanimously.

B. Communication (dated June 28, 2011) from Honolulu City Councilmember Nestor Garcia, requesting support and approval from HSAC Executive Committee regarding NACo's intent to appoint Councilmember Garcia as Vice Chair of the International Economic Development Task Force.

MOTION TO ACCEPT: Treasurer Joseph Pontanilla
SECOND TO THE MOTION: Vice-President Stanley Chang
DISCUSSION: None

- C. Communication (dated July 1, 2011) from Honolulu City Councilmember Stanley Chang requesting approval of an MOU agreement between HSAC and the Pacific Gateway Center (PGC) relating to support for HSAC's cosponsorship of the first annual Counties of Hawaii Sister City Summit.

Kekoa McClellan, Chief of Staff to Vice President Stanley Chang, explained that HSAC has already endorsed the Counties of Hawaii Sister City Summit and that the memorandum of understanding is written between HSAC and the PGC based out of Honolulu. The intent is for PGC to provide administration of event planners and to handle donations.

Several members of the Executive Committee noted their concerns with the present language of the MOU specifically as it pertains to the liability of HSAC if the PGC fails to fundraise an appropriate sum to meet the cost of the conference.

Councilmember Brittany Smart motioned to table the item in order to review the bylaws and decide actions based upon the review. Hearing no objecting, the item was temporally tabled.

Vice-President Stanley Chang proposed two new amendments to the MOU.

Oral Motion to amend the MOU proposed by HSAC Vice-President Stanley Chang.

MOTION TO ACCEPT: Treasurer Joseph Pontanilla
SECOND TO THE MOTION: President Mel Rapozo
DISCUSSION: None
The motion passed unanimously.

According to page 18 of the HSAC Bylaws, the MOU could be approved by the Executive Committee without the need to take the language to the individual councils for approval.

President Mel Rapozo motioned to accept. Hearing no objections, the motion passed.

- D. Communication (dated June 24, 2011) from Hawaii County Councilmember Brittany Smart, requesting HSAC permission to attend and present information on the Model APEC Convention.

MOTION TO RECEIVE: Treasurer Joseph Pontanilla
SECOND TO THE MOTION: Vice-President Stanley Chang
DISCUSSION: None

The motion passed unanimously.

E. Discussion to honor Tom Sweet at the NACo Conference in Portland, Oregon.

Vice-President Stanley Chang agreed to organize the creation of an honorary certificate.

ANNOUNCEMENTS

A. Treasurer Joseph Pontanilla will prepare an amended budget for the next HSAC Executive Committee meeting. An oral motion to utilize \$500 from the WIR miscellaneous account for the recognition of Tom Sweet was made by Treasurer Joseph Pontanilla. Hearing no objections, the motion was passed.

B. The next meeting of the HSAC Executive Committee was tentatively scheduled for August 5, 2011 at 10AM in Honolulu, Oahu.

ADJOURNMENT

MOTION TO ADJOURN:

Brittany Smart

SECOND TO THE MOTION:

Vice-President Stanley Chang

DISCUSSION:

None

The motion passed unanimously.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be 'StC' with a long horizontal stroke extending to the right.

Vice-President Stanley Chang